



TOWN OF ISLIP

DEPARTMENT OF
PLANNING & DEVELOPMENT
One Manittton Court
Islip, NY 11751
Phone (631) 224-5464
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Building Division

Permits (631) 224-5466

Records/Inspections (631) 224-5470

Plans Examiners (631) 224-5467

Commercial Solar Panel & Certificate Requirements

To receive a permit, please submit the following:

1. A completed building permit application for installation of solar panels.
2. Four (4) copies of manufacturer's specifications for solar units with specifications on the solar collector including a list of construction material and showing factory listing and labeling in compliance with the NY State Mechanical Code section 1404.1. The factory must certify that the solar collectors have been designed for the appropriate New York State wind, snow and seismic zones.
3. Five (5) sets of plans with signed and sealed certification from a New York State licensed Professional Engineer (See below) identifying the type (H2O, AIR, ELECTRIC), number of units and approximate placement/location on roof with a separate sheet showing "roof area". If a frame is to be used to tilt a collector on a flat roof, provide all details of frame construction, loads and connections. The roof plan is to indicate how access is provided for maintenance.
4. Three (3) accurate copies of land survey.
5. In accordance with the 2010 NYSFC section 507.5 and the Town of Islip Fire Marshall, warning signs shall be provided for emergency personnel. Contact the Town of Islip Fire Marshall's office at 631-224-5477 for sign type, wording and location.
6. A letter of Use identifying the use of the building.
7. \$15.00 filing fee + \$15.00 per panel with a \$500.00 maximum.

****This certification requires the inclusion of the following information:**

- A. Geographic Design criteria for Town of Islip in conformance with the NY State Building code is severe weathering, 110 mph wind zone, 20 pounds/square feet ground snow load and Seismic Design Category "B"
- B. The roof structure is strong enough to support the additional weight of the Solar units as per Section 1606 of the NY State Building Code.
- C. The mounting brackets and hardware meet or exceed NY State Building Code requirements for the design criteria for the Town of Islip and respective wind pressures.
- D. The actual in field attachment to the roof will meet or exceed NY State Building Code requirements.
- E. Solar collectors fully comply with the NY State Building Code section 2606.12 and so noted on documents.
- F. Solar collectors are in full compliance with all of Chapter 14 of the NY State Mechanical Code.
- G. Solar collectors are in full compliance with the NY State Plumbing Code sections 601.2 and 612.

***Once the above criteria have been met a building permit will be issued. ***

Upon receipt of the permit, installation may occur.

Upon completion of installation, please provide the following to obtain a Certificate of Occupancy on the new solar panels.

1. An electrical certificate for the newly installed panels and Town of Islip plumbing permit if applicable.
2. A second certification, by a NYS Licensed Professional Engineer, certifying the solar panel installation does meet or exceed NY State Codes as noted above.
3. That installation of solar panels, collectors and associated equipment has not affected the fire ratings of assemblies of fire rated buildings.

***Please note a precursory Zoning Review will be completed if ground mounted site plan review will be required.*